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660 WEST MAIN AVENUE MORGAN HILL, CALIFORNIA 95037

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Morgan Hill Library  
660 West Main Avenue  
Morgan Hill, California

Chairperson:	Tim Hennessey
Vice Chair:	Loren Burks Winzeler
Commission Member:	Susan Brazelton
Commission Member:	Judith Cowen
Commission Member:	Paul Lake
Commission Member:	Bill Haskell
Commission Member:	VACANT

## **LIBRARY, CULTURE AND ARTS COMMISSION REGULAR MEETING**

**July 8, 2014**

**7:00 P.M.**

### **AGENDA**

#### **CALL TO ORDER**

#### **ROLL CALL ATTENDANCE**

#### **DECLARATION OF POSTING OF AGENDA**

**Per Government Code 54954.2**

#### **PLEDGE OF ALLEGIANCE**

#### **OPPORTUNITY FOR PUBLIC COMMENT**

#### **PUBLIC COMMENT**

Members of the public are entitled to address the Library, Culture, & Arts Commission concerning any item within the Commission's subject matter jurisdiction. Public comments are limited to no more than three minutes. Except for certain specific exceptions, the Library, Culture & Arts Commission is prohibited from discussing or taking action on any item not appearing on the posted agenda. (See additional noticing at the end of this agenda)

## **ADOPTION OF AGENDA**

### **LIBRARY REPORTS**

- |  |                                    |
|--|------------------------------------|
| <b>A. COUNTY LIBRARY REPORT</b><br>Legislation, Funding & Budgeting, JPA                   | <b>County Librarian</b>            |
| <b>B. MORGAN HILL LIBRARY REPORT</b><br>User Statistics-Staffing-Programs-Upcoming Events  | <b>Community Librarian</b>         |
| <b>C. FRIENDS OF THE LIBRARY REPORT</b>  | <b>President</b>                   |
| <b>D. CITY OF MORGAN HILL UPDATE</b><br>Update on City Events Relating to Arts and Culture | <b>Community Services Director</b> |

### **CONSENT CALENDAR**

- 1. APPROVAL OF MEETING MINUTES FOR January 14, 2014**

### **BUSINESS**

- 2. 2014 -15 WORK PLAN APPROVAL**  
Recommended Action:
  - 1.) Review Draft 2014/15 Work Plan
  - 2.) Recommend 2014/15 Work Plan for Council Approval
- 3. ART TREK CONCEPT**  
Recommended Action:
  - 1.) Discuss the possibility of supporting and/or coordinating this event.
- 4. DISCUSS FUTURE MEETING LOCATIONS**  
Recommended Action:
  - 1.) Review options for meeting locations.
  - 2.) Choose meeting location.

### **ANNOUNCEMENTS**

#### **FUTURE COMMISSION INITIATED AGENDA ITEMS:**

Note: in accordance with Government Code Section 54954.2(a), there shall be no discussion, debate and/or action taken on any request other than providing direction to staff to place the matter of business on a future agenda.

**ADJOURNMENT** to the next monthly meeting at **7:00 p.m.** on September 9, 2014.

**NOTICE**

All public records relating to an open session item on this agenda, which are not exempt from disclosure pursuant to the California Public Records Act that are distributed to a majority of the legislative body less than 72 hours prior to an open session, will be made available for public inspection at the Office of the City Clerk at Morgan Hill City Hall located at 17575 Peak Avenue, Morgan Hill, CA, 95037 at the same time that the public records are distributed or made available to the legislative body. (Pursuant to Government Code 54957.5)

**PUBLIC COMMENTS ON ITEMS NOT APPEARING ON AGENDA**

Following the opening of the Meeting, the public may present comments on items **NOT** appearing on the agenda that are within the Commission's jurisdiction. Should your comments require Commission action; your request will be placed on the next appropriate agenda. No discussion or action may be taken until your item appears on a future agenda. You may contact the Clerk for specific time and dates. This procedure is in compliance with the California Public Meeting Law (Brown Act) G.C. 54950.5. Please limit your presentation to three (3) minutes.

**PUBLIC COMMENTS ON ITEMS APPEARING ON AGENDA**

The Library, Culture & Arts Commission welcomes comments from all individuals on any agenda item being considered by the Commission. Please complete a Speaker Card and present it to the Clerk. This will assist the Members in hearing your comments at the appropriate time. Speaker cards are available from staff. In accordance with Government Code 54953.3 it is not a requirement to fill out a speaker card in order to speak to the Commission. However, it is very helpful to the Commission if speaker cards are submitted. As your name is called, please walk to the podium and speak directly into the microphone. Clearly state your name and address and then proceed to comment on the agenda item. In the interest of brevity and timeliness and to ensure the participation of all those desiring an opportunity to speak, comments presented to the Commission are limited to three minutes. We appreciate your cooperation.

**NOTICE**

**AMERICANS WITH DISABILITIES ACT (ADA)**

The City of Morgan Hill complies with the Americans with Disability Act (ADA) and will provide reasonable accommodation to individuals with disabilities to ensure equal access to all facilities, programs and services offered by the City. If you need special assistance to access the meeting room or to otherwise participate at this meeting, including auxiliary aids or services, please contact the Office of the City Clerk at City Hall, 17555 Peak Avenue or call 779-7259 or (Hearing Impaired only - TDD 776-7381) to request accommodation. Please make your request at least 48 hours prior to the meeting to enable staff to implement reasonable arrangements to assure accessibility to the meeting.

If assistance is needed regarding any item appearing on the agenda, please contact the Office of the City Clerk at City Hall, 17575 Peak Avenue or call 779-7259 or (Hearing Impaired only - TDD 776-7381) to request accommodation.

**NOTICE**

Notice is given, pursuant to Government Code Section 65009, that any challenge of Public Hearing Agenda items in court, may be limited to raising only those issues raised by you or on your behalf at the Public Hearing described in this notice, or in written correspondence delivered to the Commission at, or prior to the Public Hearing on these matters.

**NOTICE**

The time within which judicial review must be sought of the action by the Commission which acted upon any matter appearing on this agenda is governed by the provisions of Section 1094.6 of the California Code of Civil Procedure.

July 2014  
Commission Report  
Nancy Howe, County Librarian

### **New Bookscan Stations**

Bookscan stations, where patrons can scan pages from books or other individual documents, are now installed at all libraries. The scanning stations are very user friendly and easy to use. Documents can be scanned for free and can be sent to email, USB, QR code, Sky Drive, and Google Drive. In addition, a patron can print a document using the library printer with the usual printing fees. We have found that, since the installation of the machines within the last month, patrons are scanning about 900 documents per week.



### **Three-year Strategic Work Plan: Vision, Strategies and Priority Projects, June 2014 – June 2017**

Staff has completed a three-year strategic work plan which is represented by the attached document. At the center of the plan is our vision adopted by the Joint Powers Authority Board in 2008, to have the highest % of residents with active library cards in the country. Seven strategies are identified and surround the vision. The bullet points are the priority projects that we plan to work on over the next three years.

### **JukePop collaboration wins Urban Library Council's 2014 Top Innovator's Award**

A unique partnership between the Santa Clara County Library District and JukePop, Inc., a Palo Alto start-up company specializing in self-publishing, resulted in an easy-to-use platform for bringing self-published fiction to library users in an eBook format. The Santa Clara County Library District (SCCLD), joined forces to provide free access to 800 self-published eBooks on the library website. The partnership has increased traffic to the library website, reached a new set of readers who are interested in self-published content, revitalized interest in serial fiction, connected up-and-coming authors with new audiences, and increased use of eBooks in the library collection. The library's relationship with JukePop has also provided significant eBook content at no cost while demonstrating the potential for lending eBooks for use by multiple readers simultaneously.

To see a full list of the Top Innovator's Awards, go to [www.urbanlibraries.org](http://www.urbanlibraries.org)

To learn more about Jukepop, go to <http://www.sccl.org/Browse/eBooks-Downloads/Episodic-Fiction>

### **Saturday, September 6 at 9 a.m. - World Record Event: Save the date**

Santa Clara County Library District staff-members, volunteers, and local residents will attempt to make history by breaking the Guinness World Record for the "most people balancing a book simultaneously in a single venue". The current world record was set in the Philippines in 2008 by 939 people. Our

target participation number is 1,200 people. This event is part of our 100 year anniversary celebration. The event will be held at the Saratoga Library parking lot.

**100<sup>th</sup> Anniversary Dinner and Fundraiser at Hakone Gardens: Note Date Change**

The Santa Clara County Library District anniversary benefit to celebrate 100 years of service, previously scheduled for October 3<sup>rd</sup>, is in the process of being rescheduled.

**SANTA CLARA COUNTY LIBRARY DISTRICT**  
**STRATEGIC WORK PLAN: VISION, STRATEGIES AND PRIORITY PROJECTS**  
**JULY 2014 — JUNE 2017**



May 3, 2014

**Library Commission Report**  
**July 8<sup>th</sup>, 2014**  
**Saralyn Otter, Children's Supervising Librarian**

**May Statistics**

	<b>2014</b>	<b>2013</b>
Total Circulation	63,061	66,319
Adult/Teen Circulation	33,341	35,377
Children's Circulation	29,720	30,942
Total # of Programs	83	59
Total # of Attendees	3943	2,152
New Cards	220	247
Gate Count	25,832	26,090

**Summer Reading for children, teens and adults:**

See attached program flyers.

Programs not listed on the flyer:

**Pajama Party:**

Kids come in their PJ's for a special series of bedtime storytimes

featuring stories, songs & science experiments. Wednesdays @ 7 p.m. through July 23<sup>rd</sup>.

**Local Wildlife Workshops:** Santa Clara County park ranger will bring animal skulls and pelts and talk about how animals obtain food, shelter and water. Workshop will be on July 17<sup>th</sup> at 3:00.

**Gaming:** Tweens & Teens can play Wii or Xbox Kinect on the big screen Fridays in July at 2:00.

**Bikemobile:** A mobile bike repair service is visiting the library to tune-up or provide basic repairs for the first 25 bikes.

**Portable Planetarium:** Learn about the wonders of the universe in this mini-planetarium show presented by Chabot Space & Science Center Saturday, July 26<sup>th</sup> 12:30-5:30.

**Hunt for the Next Earth:** Astrophysicist Quinn Konopacky explains the search for other Earth like planets on Saturday, July 19<sup>th</sup> at 4:30.

**Other Upcoming Programs:**

**Growing Fall and Winter Vegetables:** Master Gardeners present best practices for growing cool season vegetables on Monday, August 11<sup>th</sup> at 7:00.

**ESL Conversation Club and Classes:** SCCL plans to offer both an ESL Conversation Club as well as ESL classes at all libraries. We hope to start in August.

**Outreach:** The Morgan Hill Library had a table for two nights of the Friday Nights Music series, as well as visiting several schools and day camps and signing them up for our Summer Reading Club group program.

**Staff:**

We are currently in the process of hiring extra help pages to replace long-time pages Devon Turgeon and Julie Sullivan. Devon took a coded position at Los Altos Library and Julie is expecting her second child.

The library will be hiring a new children's librarian as soon as there is an active list.





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17575 PEAK AVENUE MORGAN HILL, CALIFORNIA 95037

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660 West Main Avenue  
Morgan Hill, California

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Vice Chair:	Loren Burks Winzeler
Commission Member:	Susan Brazelton
Commission Member:	Judith Cowen
Commission Member:	Paul Lake
Commission Member:	Bill Haskell
Commission Member:	

## **LIBRARY, CULTURE AND ARTS COMMISSION REGULAR MEETING**

**May 13, 2014**

**7:00 P.M.**

### **Minutes**

**CALL TO ORDER** – Vice Chair Burks Winzeler

**ROLL CALL ATTENDANCE**

**Burks Winzeler – Present**  
**Hennessey – Present**  
**Brazelton – Present**  
**Cowan – Present**  
**Lake – Present**  
**Haskell - Present**

**DECLARATION OF POSTING OF AGENDA**

**Per Government Code 54954.2**

**PLEDGE OF ALLEGIANCE**

**OPPORTUNITY FOR PUBLIC COMMENT**

**PUBLIC COMMENT**

**Lisa Aragon – Presented an idea of the commission supporting and “Art Trek”**

**ADOPTION OF AGENDA Motion Hennessey, Second Brazelton Vote 6-0**

**REPORTS**

- |   |                                    |
|---|------------------------------------|
| <b>C. COUNTY LIBRARY REPORT</b>         | <b>County Librarian</b>            |
| <b>D. MORGAN HILL LIBRARY REPORT</b>    | <b>Community Librarian</b>         |
| <b>C. FRIENDS OF THE LIBRARY REPORT</b> | <b>President</b>                   |
| <b>D. CITY OF MORGAN HILL UPDATE</b>    | <b>Community Services Director</b> |

**CONSENT CALENDAR**

- 5. ACCEPTANCE OF RECEIVING OF MEETING MINUTES FOR JANUARY 14, 2014**  
**Motion Lake / Second Haskell, Vote 6-0**
- 6. ACCEPTANCE OF RECEIVING OF MEETING MINUTES FOR MARCH 11, 2014**  
**Motion Hennessey / Second Lake, Vote 6-0**

**BUSINESS**

- 7. UPDATE COMMISSION ON JOINT COMMISSION/MAYOR TASK FORCE MEETING:**  
Verbal Report from Commissioner Hennessey
- 8. COMMISSION SELECTION OF CHAIR AND VICE CHAIR - Hennessey/Burks Winzeler**  
**Motion by Haskell to nominate Tim Hennessey as Chair and Loren Burks Winzeler as Vice Chair.**  
**Motion seconded by Lake. Vote 6-0.**
- 9. 2014 -15 WORK PLAN DEVELOPMENT**  
Workplan was discussed with staff member Ghione taking notes. Notes will be reviewed at next regular meeting along with Workplan approval.

**ANNOUNCEMENTS**

**FUTURE COMMISSION INITIATED AGENDA ITEMS:**

Commissioner Hennessey - ART TREK

**ADJOURNMENT Chair Hennessey Adjourned the meeting.**



## **City Council's Priorities, Goals, and Strategies 2014**

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### **2014 Commitment**

For 2014, the City Council is committed to remaining focused on existing planning efforts, projects, and initiatives with an eye towards completing what has already been started.

### **Ongoing Priorities**

The City Council is committed to providing high quality and sustainable services to the entire Morgan Hill community. Fundamental to the City Council's success are the ongoing priorities of:

- Enhancing public safety
- Protecting the environment
- Maintaining fiscal responsibility
- Supporting youth
- Fostering an organizational culture that focuses on teamwork, employee recognition, and open communication.

### **2014 Priorities**

For 2014, the City Council continued five priorities from 2013 to move the community and organization forward.

- Stimulate Economic Development
- Enhance Community Engagement and Diversity
- Participate in Regional Issues
- Improve Organizational Effectiveness
- Finance and Advocate for Infrastructure Improvements

### **2014 Focus Areas**

In addition to the City Council's priorities, four specific focus areas were recognized by the Council that require significant resources in 2014.

- Continue our General Plan Update, *Morgan Hill 2035*
- Pursue revitalization of our downtown through implementation of the Long Range Property Management Plan redevelopment sites and public investment.
- Approve and implement the Agricultural Lands Preservation Program and Southeast Quadrant Land Use Plan.
- Facilitate maintaining and enhancing the provision of medical services in Morgan Hill.

### **Supporting Youth**

#### *Goal*

Create a safe and supportive community by providing opportunities for Morgan Hill's youth to succeed and develop their full potential.

#### *Strategy*

Further the community-wide progress that has been achieved by elevating the focus on actively promoting other initiatives that foster a healthy, active, supportive, and safe environment for all of our youth. Areas of focus include, but are not limited to, improving access to healthcare, transportation, employment, library services, the arts, healthy food, and promoting safe driving.

#### *Strategy*

Continue active City participation in the South County Youth Task Force, Community Transformation Grant, and other youth initiatives.

### **Stimulating Economic Development**

#### *Goal*

Refine our economic development strategies to further expand the City's tax base and improves the quality of life of Morgan Hill's residents.

#### *Strategy*

Build upon the momentum of the Tourism Alliance to promote Morgan Hill as a destination for athletics, wineries, recreation, events, restaurants, agriculture, and many other activities.

#### *Strategy*

By May 2014, the City Council will receive a housing program report that summarizes current efforts and advances policy level discussion on new programs, projects, and initiatives intended to increase services and leverage funding.

### Enhancing Community Engagement and Diversity

#### *Goal*

Foster an inclusive community environment that encourages broad based participation in public decision making, community building, and programs.

#### *Strategy*

By April 2014, the City Council will adopt a public participation plan that will serve as the foundation and expectation for the organization in planning efforts, project design, and other decision-making processes.

#### *Strategy*

The City will increase the use of social media, digital civic engagement technologies, and open data.

#### *Strategy*

The City will implement an employee communications and engagement training plan to build organizational capacity and ensure a comprehensive understanding of the City Council's expectations.

#### *Goal*

Strengthen community through greater awareness and appreciation of community diversity.

#### *Strategy*

The City will convene a diverse group of community leaders to develop a strategy for the City to cultivate broad based community participation in decision-making, programs, activities, and events.

#### *Strategy*

The Mayor and City Council will request that advisory commissions pursue the production of an event celebrating community diversity and showcasing local talent.

### Participating in Regional Issues

#### *Goal*

Actively participate in regional issues that impact the Morgan Hill community.

#### *Strategy*

City Council Members and employees will foster and maintain positive intergovernmental and community organization relations at the local, regional, state, and federal levels.

### Improving Organizational Effectiveness

#### *Goal*

Optimize the effectiveness of the City Council's advisory commissions.

#### *Strategy*

The Mayor and a Council Member will continue discussions with an ad-hoc committee of the Planning Commission, Parks and Recreation Commission, and Library, Culture, and Arts Commission to review roles, responsibilities, and effectiveness and make adjustments deemed appropriate by the committee and Council so that they are aligned with the Council's goals and priorities.

### Financing and Advocating for Infrastructure Improvements

#### *Goal*

Provide a well maintained public infrastructure (streets, parks, utilities, and buildings).

#### *Strategy*

Prior to the end of September, the City Manager will provide a comprehensive report that identifies, quantifies, and prioritizes the needs to maintain the City's existing infrastructure.

*Goal*

Provide 100 year flood protection for the watershed of West Little Llagas Creek including Downtown Morgan Hill.

*Strategy*

In addition to encouraging Congress and the President to fulfill the federal promise made in 1964 to complete the Llagas flood protection project, explore alternative funding strategies to achieve project implementation.

*Strategy*

The City will continue to work with the Santa Clara Valley Water District and Army Corps of Engineers to expedite the acceptance of the Water District's contributed funds by the Army Corps for completion of the Limited Reevaluation Review.

ADOPTED

Morgan Hill City Council

February 5, 2014



## Library Culture and Arts Commission FY 2014-15 Proposed Work Plan - DRAFT

### Committee / Commission: LIBRARY, CULTURE, AND ARTS COMMISSION

**Overall Mission:** To assist the City Council in accomplishing its goals by fostering an environment conducive to and supportive of the arts, culture, and life-long learning in Morgan Hill, working with existing community groups to promote resources, and facilitate partnerships.

<b>Project (Commissioner Responsible)</b>	<b>City Council Goal Supported</b>	<b>Start Date</b>	<b>Complete Date</b>	<b>Staff Resources Required</b>	<b>Desired Outcome</b>
Liaison with City Departments, Other Community Groups, MH Citizens	Community Engagement & Organizational Effectiveness	July 1	June 30	CS Director (minimal)	(1) Draft and send letter to appropriate City Staff to introduce new LCAC members and provide update of activities (Burks Winzeler) (2) Participate with other City groups for LCAC related items (Hennessey) (3) Monitor city and downtown activities, groups, and projects; offer support when needed (Hennessey)
Permanent and Proposed Public Art	Community Engagement	July 1	June 30	CS Director (minimal)	(1) Publish art catalogue on City's website to better promote the collection and create a "virtual tour" (Cowan/Haskell) (2) Update permanent art inventory and while doing so assess and respond to maintenance needs ( ) (3) Review Public Art Policy (Lake) (4) Provide support to downtown Placemaking Project as it relates to public Art (Lake/Cowen) (5) Form subcommittees as needed to support specific art requests that come forward.
Art and Culture Events	Community Engagement Youth Economic Development	July 1	June 30	CS Director (minimal)	(1) Organize LCAC booth for 2015 Art a la Carte (Brazelton) (2) Coordinate implementation of Breaking the Sound Barrier event (Hennessey) (3) Establish Art Studio Trek event in Morgan Hill (Cowen/Brazelton)



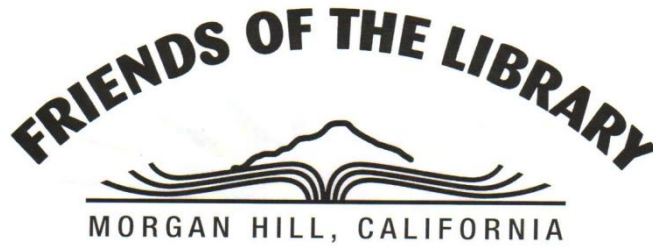
**Committee / Commission: LIBRARY, CULTURE, AND ARTS COMMISSION**

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<b>Project (Commissioner Responsible)</b>	<b>City Council Goal Supported</b>	<b>Start Date</b>	<b>Complete Date</b>	<b>Staff Resources Required</b>	<b>Desired Outcome</b>
Library Outreach and Support	Community Engagement & Youth	July 1	June 30	Library Staff (minimal)	(1) Support Library Card Drive (Lake/Hennessey/Burks Winzeler) (2) Establish Commissioner's Corner in Library to provide book recommendations (All – Lead Hennessey)

**Staff Resources Required:**

**0-50 hours: Minimal; 51-100 hours: Moderate; 100+ hours: Significant**



**Report to the Library, Culture and Arts Commission,**

**July 8, 2014**

**Teresa Stephenson, President**

- **Friends Activities**

The only activity of note in this period was the summer book sale on June 28. It was another successful sale that raised over \$2000.